

<b>EAP Title:</b> Recycling		<b>EAP #:</b> 01-18112013
<b>Installation:</b> SAFB	<b>RST:</b>	<b>IST:</b> PAFB
<b>Related EAPs:</b> 02-22112013 HazMat and 03-22112013 HazWaste		<input type="checkbox"/> Study <input checked="" type="checkbox"/> Improve
<b>EAP OPR POC:</b> Doug Chase	<b>POC Unit:</b> 50 CES/CEIE	<b>POC Phone:</b> 567-4242
<b>EAP OCR POC:</b> Andy Jensen	<b>POC Unit:</b> 50 CES/CEIE	<b>POC Phone:</b> 567-3360
<b>Creation Date:</b> 21 Oct 2013	<b>ECD:</b> On-Going	<b>Last Review Date:</b>

<b>RECORD OF UPDATES</b> —Changes made to the overarching Objective(s) or Target(s) require CFT approval.		
<b>Name:</b>	<b>Date:</b>	<b>Reason for Update:</b>

<b>PLAN SUMMARY</b> —Overview of the main points of the EAP to include a site history.
<p>Prior to Oct 2010,</p> <ol style="list-style-type: none"> <li>1. Inadequate infrastructure in place to properly communicate which solid waste streams are recycled</li> <li>2. Not enough recycling and refuse containers for workcenters to place solid waste materials</li> <li>3. Previously toner and inkjet cartridges were sent back to manufacturer for alleged recycling; however, materials were shredded and material sold to the highest bidder. In addition, environmental had no weights or proceeds to track as recycled material. Base will install Roll-Tops at (5) locations on base to collect these materials</li> <li>4. Additional recycling dumpsters, needed at (13) locations on base. Currently, recycling materials are placed in the refuse dumpster.</li> <li>5. Metrics, need to meet the AF goal by recycling 55 percent of our municipal solid waste (MSW) stream</li> </ol>

<b>SIGNIFICANCE/MISSION IMPACT</b> —A scoring factor that relates to the potential for a particular aspect to degrade the ability of the installation to perform its mission. (AF EMS Implementation Guidance Series Module 1 Section 4.5)
<p>Scale 1-5, aspect inventory score of 2 is the highest number for mission degradation, score related to recycling, solid waste reduction, HazMat approval, and hazardous waste reduction</p>

<b>SIGNIFICANT ENVIRONMENTAL ASPECT(S)</b> —An element of an organization's activities, products, or services that can interact with the environment. Environmental aspects are scored by the CFT and significant aspects are identified—generally the aspects with the highest scores are deemed significant. This section should identify the significant environmental aspect(s) that contribute to the accomplishment of the EAPs objective. (ISO 14001:2004 Section 3.6)	
<b>Aspect ID</b> (eDASH)	<b>Aspect</b>

<b>ENVIRONMENTAL IMPACT(S)</b> —Any change to the environment, whether adverse or beneficial, wholly or partially resulting from an organization's environmental aspects. (ISO 14001:2004 Section 3.7)
<p>Comply with AF policy letter dated 27 Apr 12 on solid waste reduction</p>

**GOVERNING REGULATIONS/GUIDANCE**—The body of legal requirements—federal, state, and local as well as DoD, AF, Installation that determine base compliance or conformance.

1. AF Policy on Achieving Efficiencies through Pollution Prevention and Waste Elimination, 27 Apr 12
2. AFI 32-7042 *Waste Management*, Chapter 3. Integrated Solid Waste Management Program
- 3.
- 4.

**OBJECTIVE(S)**—An overall environmental goal, consistent with the environmental policy that an organization sets itself to achieve. Environmental objectives state the overall goal of the EAP.

Objective 1: Recycling as much as possible from our MSW stream

### SSPP Goals

<input type="checkbox"/> 1.1 Reduce Energy Intensity	<input type="checkbox"/> 3.0 Reduce Scope 1 and 2 GHG Emissions	<input type="checkbox"/> 6.2 Disposition of Excess/Surplus Electronics
<input type="checkbox"/> 1.2 Increase Renewable Energy	<input type="checkbox"/> 4.0 Reduce Scope 3 GHG Emissions	<input type="checkbox"/> 6.3 Certify Pesticide Applicators
<input type="checkbox"/> 1.2 Increase Renewable Energy	<input type="checkbox"/> 4.1 Reduce GHG Emissions from Air Travel	<input type="checkbox"/> 7.1 Sustainable Procurement
<input type="checkbox"/> 1.3 Reduce Vehicle Petroleum Use	<input type="checkbox"/> 4.2 Increase Teleworking	<input type="checkbox"/> 7.2 Meet GPS in 15% of Existing Buildings
<input type="checkbox"/> 1.4 Recover Biogas for Use	<input type="checkbox"/> 5.1 Reduce Printing Paper Use	<input type="checkbox"/> 8.1 EMS Implementation
<input type="checkbox"/> 2.1 Reduce Potable Water Consumption	<input checked="" type="checkbox"/> 5.2 Divert Nonhazardous Solid Waste	<input type="checkbox"/> 8.2 Coordinate with Regional/Local Transportation/Energy Planners
<input type="checkbox"/> 2.2 Reduce Industrial/Irrigation Water Consumption	<input type="checkbox"/> 5.3 Divert at least 60% of C&D Debris	<input type="checkbox"/> 8.3 Maintain Integrated Pest Management Plan
<input type="checkbox"/> 2.3 Maintain Pre-Development Hydrology in Construction/Renovation	<input type="checkbox"/> 6.1 Reduce Toxic Chemical Use	

**CONTRIBUTING PROCESSES**—Activities or services that contribute to the stated impact. Identify if operational controls are needed to mitigate the process. List operational controls in the next section.

Process:	Op. Control:	POC:
1. Signage for recycle and refuse containers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Doug Chase
2. Provide additional recycling containers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Doug Chase
3. Collect toner and inkjet cartridges for weights and funds	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Doug Chase
4. Additional recycling dumpsters needed at (13) locations	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Dave Barnett
5. Metrics, meet AF goal by recycling 55 percent of MSW	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Al Fernandez
6. Weigh workcenter refuse dumpsters for percent recycle	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Doug Chase

**TARGETS**—Specific goals that support the identified objective. Targets must be specific, measureable, attainable, realistic, and timely (SMART). Targets must also include a completion date. (Air Force (AF) EMS Implementation Guidance Module 1 Section 5.1.)

Target:	ECD:	Complete
1.1 Signage, communicate acceptable material types to be placed in recycle and refuse containers	On-going	<input type="checkbox"/>
1.2 Additional recycling containers, workcenter can better facilitate the collection and movement of recycled materials from deskside to collection container	On-going	<input type="checkbox"/>
1.3 Place roll-tops for collecting toner and inkjet cartridges, buildings 24, 210, 300, 400, and 720	Mar 2012	<input checked="" type="checkbox"/>
1.4 Additional recycling dumpsters, (13) locations on base need recycling dumpsters	On-going	<input type="checkbox"/>
1.5 Metrics, not meeting AF Goal by recycling 55% of our MSW	On-going	<input type="checkbox"/>

**TASKS**—Specific steps needed to accomplish the identified targets. Generally, multiple tasks are required to accomplish each target. Tasks should identify or reference which target they are addressing.

Tasks:	POC:	Start Date:	% Comp	ECD:	Associated Target #
1. Signage on recycle & refuse dumpsters	Doug Chase	10 Dec 11	100	14 Jan 12	1.1.1
2. Signage on recycle & refuse dumpsters	Doug Chase	7 Oct 13	0	10 Dec 13	1.1.1
3. Signage on recycle & refuse containers	Doug Chase	1 Aug 10	85	On-going	1.1.1
4. Recycling awareness bulletins	Doug Chase	1 Aug 10	N/A	On-going	1.1.1
5. Distribute addition recycling containers	Doug Chase	1 Aug 10	N/A	On-going	1.1.2
6. Install toner cartridge collection	Doug Chase	1 Aug 10	80	30 Nov 10	1.1.3
7. Install extra toner cartridge collection	Doug Chase	8 Jan 11	100	10 Apr 12	1.1.3
8. Add (13) recycling dumpster	Doug Chase	10 Oct 11	0	Funding?	1.1.4
9. Report metrics to increase awareness	Doug Chase	1 Aug 10	N/A	On-going	1.1.5

**OPERATIONAL CONTROLS**—Physical, engineering, or administrative in nature; used to ensure activities, products, or services are carried out under specified conditions. ISO 14004:2004 Section 4.6 provides guidance for identifying operational controls, establishing, and monitoring operational controls. Identify if the operational control is currently in place or if it needs to be established.

Operational Control	In Place	Needed	Operational Control	In Place	Needed
1. Recycling signage, 3 <sup>rd</sup> revision	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3.	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>	4.	<input type="checkbox"/>	<input type="checkbox"/>

**PERFORMANCE INDICATORS**—“Environmental” and “operational” performance indicators as those which provide information about the environmental and/or operational performance of the organization. Performance indicators are quantifiable measurements, agreed to beforehand, that reflect the success factors of an organization’s performance. Performance indicators must reflect the organization’s goals, are critical to its success, and must be quantifiable (measurable). Performance indicators are usually long-term considerations. (ISO 14004:2004 Sections 3.17 and 3.19).

Performance Indicator:	POC:	Data Source:
1. Recycle at least 55 percent of our MSW stream	Doug Chase	50 CES/CEIE
2. Quarterly refuse dumpster assessments, 55 percent MSW	Doug Chase	50 CES/CEIE
3. Reduce TRI 20 percent by 2015	Doug Chase	50 CES/CEIE

4. Reduce HazWaste generation 7 percent by 2015	Doug Chase	50 CES/CEIE
5.		
6.		

**RESOURCES REQUIRED**—The resources the Wing Commander will need to allocate to achieve the stated objective. The installation should consider manpower, equipment, training, and project funds to accomplish the objective.

Man Power:			Amount:
1. Quarterly refuse dumpster assessments (32 hrs x \$36.00 hr)			\$1,152
2. Compiling metrics data (40 hrs x \$38.00 hr)			\$1,520
3. Annual recycling signage			\$300
4. Writing quarterly recycling article (2 hrs x \$26 hr)			\$52
Training:			Amount:
1. Basewide bulletins to increase awareness			\$1,200
2. 50 SW standup briefs, refuse dumpster assessment (20 people x \$50 hr x 0.15 hr)			\$150
Equipment:			Amount:
1. Annual (13) additional recycling dumpsters			\$12,000
2. Recycling containers and signage			\$1,800
Projects:	AMP <sup>1</sup>	ACES Project #	Amount:
1.			
2.			
Notes: 1. Was the project included in the AMP?			

**COST BENEFIT ANALYSIS**—Value of the monetary costs and benefits associated with all alternatives being considered, providing a relatively accurate estimate of non-monetary costs and benefits. The analyses should consider monetary costs/benefits, man-hours, mission impacts, environmental stewardship, and costs for exceeding permit requirements. (AFI 65-501, Economic Analysis)

<b>Consideration:</b>	<b>Cost/Benefit:</b>
1.	
2.	
3.	
4.	

**DOCUMENTS**—Information and its supporting medium (ISO 14001:2004 Section 3.4). The medium can be paper, magnetic, electronic or optical computer disc, photographs or a combination thereof. Documents that must be used or maintained to support the stated objective, target, or EAP should be listed in this section. (ISO 14001:2004 Section 4.4.4).

<b>Document:</b>	<b>POC:</b>	<b>Location:</b>
Tab: EMS	Doug Chase	50 SW eDASH

**RECORDS**—A document stating results achieved or providing evidence of activities performed (ISO 14004:2004 Section 3.24 ). “...all books, papers, maps, photographs, machine readable materials, or other documentary materials, regardless of physical form or characteristics, made or received by an agency of the United States Government under Federal law or in connection with the transaction of public business and preserved or appropriate for preservation by that agency or its legitimate successor as evidence of the organization, functions, policies, decisions, procedures, operations, or other activities of the Government or because of the informational value of data in them.” (AFI 33-322, Records Management).

<b>Records:</b>	<b>POC:</b>	<b>Location:</b>
1. Tab: EMS	Doug Chase	50 SW eDASH
2.		
3.		
4.		